



Reusing Resources to Better Our Future Since 2004

4th Quarter 2019 Meeting Minutes
Thursday, December 5, 2019, 10:00 am – 12:00 noon
Bateman Hall – 11331 Ernestine Ave., Lynwood, CA 90262

Member City	Representative	Phone	Email	Present/ Absent
Artesia	Karen Lee	(562) 865-6262 x245	klee@cityofartesia.us	excused
Beverly Hills	James Burnley, Secretary	(310) 285-2475	jburnley@beverlyhills.org	present
Bradbury	Scarlett Santos Leon	(626) 358-3218	ssantosleon@cityofbradbury.org	present
Downey	Carol Rowland, Treasurer	(562) 904-7103	crowland@downeyca.org	present
Duarte	Victoria Rocha	(626) 357-7931 x269	vrocha@accessduarte.com	present
Hermosa Beach	Doug Kraus		dkrauss@hermosabch.org	absent
Hidden Hills	Connie Read	(310) 366-7600	connieread@caaprofessionals.com	present
Los Angeles	Nuna Tersibashian	(213) 485-3791	nuna.tersibashian@lacity.org	present
Lynwood	Lorry Hempe, Vice Chair	(310) 603-0220 x500	lhempel@lynwood.ca.us	present
Manhattan Beach	Anna Luke-Jones	(310) 802-5363	aluke@citymb.info	absent
Palos Verdes Estates	Bob Makowski	(855) 900-4742	smcgovern@hrgreen.com	present
Pomona	Shandy Dittman	(920) 620-3797	shandy_dittman@ci.pomona.ca.us	present
Rancho Palos Verdes	Lauren Ramezani	(310) 544-5245	laurenr@rpvca.gov	present
Redondo Beach	Jesse Reyes	(310) 379-2477 x2392	jesse.reyes@redondo.org	present
Rosemead	Tania Ragland	(818) 262-7388	tragland@republicservices.com	present
Sierra Madre	James Carlson	(626) 355-7135 x803	jcarlson@cityofsierramadre.com	absent
South Gate	David Torres	(323) 216-9524	dtorres@sogate.org	absent
Torrance	Alison Sherman	(310) 781-6916	asherma@torranceca.gov	excused

LARA Staff

Acting Executive Director	Marisela Reyes	(213) 485-3558	marisela.reyes@lacity.org	present
Administrator	Alexander Brideau III	(213) 485-3434	alexander.brideau@lacity.org	present
Notetaker	Wendy Renteria	(213) 485-3978	wendy.renteria@lacity.org	present
Notetaker	Gilbert Hernandez	(213) 485-2968	gilbert.j.hernandez@lacity.org	present
Consultant	Nady Maechling	(213) 485-3692	nady.maechling@lacity.org	present

Also Present

Athens Services	Brian Johsz	(909) 371-9867	bjohsz@athensservices.com
CalRecycle	Primitivo Nunez	(562) 492-9687	primitivo.nunez@calrecycle.gov
Downey	Julio Guerrero	(310) 738-6165	jguerrero@downey.ca.org
Hidden Hills	Rae Beimer	(714) 788-6936	raebeimer@caaprofessionals.com



Artesia Beverly Hills Bradbury Downey Duarte Hermosa Beach Hidden Hills Los Angeles Lynwood Manhattan Beach
 Palos Verdes Estates Pomona Rancho Palos Verdes Redondo Beach Rosemead Sierra Madre South Gate Torrance

LADWP	Julie Jacobe		julie.jacobe@ladwp.com
LADWP	George Payba		george.payba@ladwp.com
LADWP	Maria Sison-Roces	(213) 367-1477	maria.sison-roces@ladwp.com
Los Angeles	Marivic Sabillo	(213) 485-5252	marivic.sabillo@lacity.org
Lynwood	Jennifer Hernandez	(310) 603-0220 x827	jhernandez@lynwood.ca.us
Pomona	Sam Lama	(909) 620-2279	sam_lama@ci.pomona.ca.us
Rosemead	Chris Daste		cdaste@cityofrosemead.org
Valley Vista Services	Jill Reiff	(626) 625-0004	jreiff@myvvs.com
Waste Management	Rachel Marks		kmarks1@wm.com
Waste Resources	Michelle Nicholls	(310) 366-7600	mnicholls@wasteresources.com
	Karen Herrera		

- I. **Call to Order:** Meeting was called to order by Vice Chair Lorry Hempe.
- II. **Pledge of Allegiance**
- III. **Initial Roll Call:** Roll call was taken. At the time the number of voting members present did not constitute a quorum (9 of 10 required members), so announcement was made that agenda may be reordered so that items requiring a vote will be considered later in the meeting. (A quorum was later achieved with a total of 12 of 18 voting members ultimately being present. A total of 32 people attended the meeting.)
- IV. **Public Comment & Announcements:** A request was made that attendees state their names and what entity they are representing when making any comments. This makes notetaking easier for staff. The CalRecycle Report (Item XIII on the original Agenda) was moved up to accommodate for Primitivo Nunez’s need to leave the meeting early.
- V. **CalRecycle Report:** Primitivo Nunez reported the following:
 - The AB 939 Annual Report for 2018 has been completed. No additional information needed.
 - CalRecycle’s assessments of jurisdictions’ MCR and MORE programs
 - Requested informal plans from jurisdictions (including LARA member cities) whose programs were not fully implemented or had a low number of MCR/MORE-compliant accounts to give cities additional time to implement activities to drive up participation in MCR/MORE. By and large, the activities were carried out as noted.
 - CalRecycle now focusing on participation rates for commercial/multifamily and will follow up early 2020 as review is completed. If a jurisdiction’s participation levels are unsatisfactory, CalRecycle will reaching out that jurisdiction via an “At Any Time Review Letter” referring the jurisdiction to the CalRecycle Compliance group for further assessment. Letters will go out to the contact in CalRecycle’s contacts database as well as that person’s immediate supervisor, so please make sure those data are correct.
 - If you get a letter, that means your city has entered the Formal Process. The Formal Process means your city will be put on CalRecycle’s public meeting agenda noting that the city in question is not making sufficient progress with meeting its MCR and/or MORE goals and is being referred to CalRecycle’s Compliance group. However, the city can elect to submit a Formal Plan detailing activities that the city will conduct to drive up participation in MCR and/or MORE. The letter will inform the city they have up to 30 days to submit its Formal Plan.

- A large number of cities will receive letters, most likely in phases due to the large volume.
- Q&A:
 - Question: Is there a specific threshold that triggers whether a city will receive one of these letters?
 - Answer: No, there is no universal threshold, but CalRecycle has received data from cities via their annual reports, conference calls, and site visits. This information has allowed them to observe trends over the 2016-2019 four-year cycle.
 - Question: Could a city that did not have to submit an Informal Plan be subject to receiving one of these letters?
 - Answer: It is possible.
 - Question: So CalRecycle is saying there are no set benchmarks that a city could use to determine whether they should expect to receive one of these letters?
 - Answer: Look at accounts that are subject to the law. Have all reasonable and feasible efforts been made by a city to get an effective program up and running? If not, CalRecycle management may feel that a letter is warranted.
 - Follow-up question: But is there a measurable set of numbers that can help make this determination?
 - Answer: Correct. No set number.
 - Follow-up question: Can CalRecycle provide some direction or a template that addresses what constitutes valid reasons for exemptions?
 - Answer: There is no set standard. Cities need to have some sort of tracking system to list what accounts are exempted and why.
 - Comment from LARA member: LARA staff has been helpful to Lynwood in terms of technical support, so reach out to them.
 - LARA staff: LARA is available to assist. Let us know how we can help.
 - P. Nunez: CalRecycle will send a letter to the LARA Administrators and separate letters to the relevant member city.

- VI. **Supplemental Roll Call & Declaration of Quorum:** Bradbury, Beverly Hills, and Redondo Beach representatives have now arrived. Quorum declared (12 out of 18 cities now present).
- VII. **Adoption of 4th Quarter Meeting Agenda (as amended):** L. Ramezani moved the adoption of the Agenda as amended (to accommodate for the CalRecycle Report being moved up in the Agenda); James Burnley of Beverly Hills seconded. Motion carried unanimously.
- VIII. **Adoption of 3rd Quarter Meeting Minutes (as amended):** Michelle Nicholls noted she was listed twice on the Minutes; second listing should be removed. B. Makowski moved the adoption of the minutes as amended (amended to remove the error noted by M. Nicholls); Carol Rowland of Downey seconded. Motion carried unanimously.
- IX. **Executive Director's Report (Marisela Reyes on behalf of Alex Helou):**
- City of LA exploring alternative markets for recyclables, including a pilot program in Baja California, Mexico.

- Company will collect one load of recycled commingled, arrange transportation and customs for transport to their facility, review material, and determine usability. This company (which focuses on roofing materials) is specifically looking for cardboard. Company will see what materials they can use and look for other processors who may take any other materials.
- Company will determine if material can be used as feedstock, then discuss fees and other agreements after pilot.
- Q&A:
 - Question: How did you decide to partner with this company?
 - Answer: We had been working with a Baja municipality; we connected to company through the municipality and agreed to implement pilot.

X. **Presentation & Photo-Op for Karen Herrera (Marisela Reyes):** In addition to representing the City of Duarte on LARA since 2004 and being elected Chair of LARA in 2014, Karen was also declared a 2018 Woman of the Year for Outstanding Community Service by Assembly member Blanca Rubio. Fellow staff from the City of Duarte, LARA representatives, CalRecycle staff, as well as past LARA staff members all spoke to Karen's contributions and noted that her leadership and presence will be missed. A custom plaque and flowers were presented. Attendees gathered outside for a group photo.

XI. **Break**

- XII. **Financial Report (Carol Rowland, Treasurer):** LARA's total FY 19/20 budget is \$172,842.94, which includes additional unspent funds discovered from previous fiscal years. Accommodating for the \$34,208.66 spent thus far in FY 19/20, the remaining balance of funds for FY 19/20 is \$138,634.28.
- Question: \$100k is budgeted for Administrative/Staff Cost, but only about \$25k has been spent thus far. Why is that?
 - Answer: This is because spending on staff salaries is only batched quarterly, so only approximately one quarter's worth of staff cost is represented thus far.
 - J. Reyes moved to approve the Financial Report; B. Makowski seconded. Motion carried unanimously.

XIII. **Administrator Report (Alex Brideau):**

- Brandon Kirby has promoted to Office of Finance!
- Circulating the sign-in clipboard again, so please sign in if you haven't already.
- 2019 Year In Review major takeaway: Increased participation from haulers vis-a-vis MCR/MORE implementation.
- Annual Report "120-day letter" was received from CalRecycle confirming that their review of our 2018 AB 939 EAR report is complete. Also, we should expect CalRecycle site visits in the early part of 2020 to check on program implementations per SB 1016.
- Update on promotional items:
 - Items we're looking at:
 - PopSocket
 - Spray Hand Sanitizer
 - B2P pen
 - Colored pencil set

- Recycling Bin-shaped magnet (with a graphic that would work for any of the LARA cities; concept artwork passed around)
- HF&H will be presenting at our 2020 Q1 meeting. They will discuss SB 1383 and a model Franchise Agreement, a model Enforcement Ordinance, and a model Edible Food Recovery Agreement.
- Regarding the Curb Your Food Waste LA presentation from the 2nd Quarter 2019 meeting: We still have sample countertop food waste collection containers for the following cities:
 - Artesia
 - Bradbury
 - Downey
 - Duarte
 - Hermosa Beach
 - Hidden Hills
 - Lynwood
 - Palos Verdes Estates
 - Rancho Palos Verdes
 - Rosemead
 - Sierra Madre
 - South Gate(The cities not mentioned already have received their containers.)
- We still have some Food Finders brochures available. Please take as many as you'd like. They are in a box at the check-in table.
- Question: Can CalRecycle's Annual Report 120-Day Letter be forwarded to the LARA cities?
 - Answer: Yes, we can send it out to all the LARA cities.
- Question: Was anyone else aware that a number of cities would be receiving MCR/MORE letters?
 - Answer: Individual cities have been discussing this with CalRecycle. A few LARA cities will not likely receive this letter. Some of the cities won't be getting letters because they don't have commercial sectors (e.g. Bradbury, Hidden Hills); other cities likely won't be getting letters because their Informal Plans were just established in 2019 (e.g. Pomona).
- Attendees surmised CalRecycle is reviewing SoCal overall, and most cities will get letters. Some expressed frustration about lack of clear guidelines/targets, and that there is a need for resources/assistance, not penalties.
- N. Maechling noted the following:
 - Scott Smithline is resigning from CalRecycle.
 - Congratulations to Carol Rowland for being the Grand Marshal in the City of Downey's holiday parade.
 - City of LA new leadership includes Nuna Tersibashian who oversees the Compliance & Sustainability Unit, and Marcie Reyes who oversees the Solid Resources Citywide Recycling Division.

- Maria Sison-Roces from LADWP is here. We look forward to working with LADWP on MCR/MORE compliance issues.

XIV. **Discussion Forum: SCWFM Annual Conference (James Burnley, Jennifer Hernandez, Sam Lama, Irene Madrid, Jesse Reyes):**

- One of the workshops focused on apps that will help with SB 1383 compliance
- Found workshop on different tools and web apps for SB 1383 compliance which are helpful
- Similar topics discussed about SB 1383, infrastructure needed, and China Sword Act.

XV. **Upcoming meetings:**

- 1st Quarter 2020 Meeting: Thursday, March 19, 2020, 10:00 am – 12:30 pm
- 2nd Quarter 2020 Meeting: Thursday, June 18, 2020, 10:00 am – 12:00 noon
- 3rd Quarter 2020 Meeting: Thursday, September 17, 2020, 10:00 am – 12:00 noon
- 4th Quarter 2020 Meeting: Thursday, December 3, 2020, 10:00 am – 12:00 noon

XVI. **Other items:**

- **Action Item:** Any cities currently negotiating with their haulers, please send a copy of your contract to Alex & Nady, specifically the verbiage on AB 1826 and SB 1383.

XVII. **Adjournment:** Meeting was adjourned at 11:47am.